NOAA CIO Council
Meeting Minutes
November 20, 2003

Attendees:

Carl Staton, Chair	Jeremy Warren
Herb Kaufman	Becky Vasvary
Sarah Maloney	Ira Grossman
Nancy Huang	Mike Jackson
Larry Curran	Dave McClure
Greg Bass	Rob Swisher
Robert Kidwell	Chris McNerney
Gary Falk	Hilda Gohrband

Decisions/Action Items: *(Assigned to, Due date)*

Introductory Remarks - Carl asked the CIOs to familiarize themselves with PPBS Serials 6 and 7; reminded the attendees of the requirement to have the Terms of Reference for the Council and associated committees prepared by Dec 5.
    S   Draft Terms of Reference submitted to JohnV/BobK (Dec 2)
                CIO Council (Bob Kidwell)
                Architecture Committee (Ira Gossman)
                GIS Committee (Chris McNerney/Dan Farrow)
                Network Committee (Gary Falk)
                Messaging Committee (Gary Falk)
                IT Security Committee (Becky Vasvary)

Fiscal 04 Priorities - Carl described the need to develop a list of CIO Council priorities for FY 04 (milestones for CIO actions); CAMS performance problems were discussed as a possible priority
    S   Group brainstorming session will be scheduled (JohnV/BobK,ASAP)

MIS NEP Tasking - Carl announced that a group has been formed to develop requirements for a NOAA MIS; the requirements will be presented to the CIO Council for preparation of an implementation plan.

IV&V Review - Ira described the process for conducting the DoC review of NOAA's CMM ratings for architecture; The review team is scheduled for Dec 3 and 11.
    S   Let Ira know which date (CIOs, Nov 24)

EA NEP Tasking - Ira described the Architecture Committees efforts to respond to the NEP request for a plan for managing NOAA's enterprise architecture.
    S   Submit draft plan (Ira Grossman, January 2004)

Privacy Policy - Carla spoke and answered questions on the requirements of the
OMB/DoC policy on web site privacy.
S   Website need to be updated to meet the policy requirements
(CIOs, Dec 15, 2003)

Other - Nancy Huang requested that a new day and time be chosen for future CIO
Council meetings
S   Submit list of two hour time blocks that are normally free (CIOs, ASAP)

Data Management - Bill Turnbull and Mike Kane provided a statue report; the policy is
being put into the NAO format.
- S   Comments on draft NAO (CIOs, 11/12/2003)
- S   Final NAO (Bill Turnbull, 12/31/2003)

Netscape Browser - Fred Walton adressed browser and mail client issues.
- S   Re-do the presentation following the guidance and return with a full plan
(Fred Walton, TBD)

Spam - Fred Walton described an offer for a 30 day trial of spam filtering service.
- S   Develop a detailed recommendation/plan (EMC, TBD)

Private IP Address - Gary Falk presented the issue.
- S   Develop a proposed policy (Gary Falk, 1/31/2004)

GSA Smartbuy - Hugh Johnson described the status of the negotiations with GSA and
ESRI.
- S   Hugh is empowered to respond to the Department expressing NOAA's
reservations on the current effort.

New Business:
- S   Future meetings will be scheduled for 2:00 on Thursdays.